



# JOB OPPORTUNITY

CALIFORNIA STATE DEPARTMENT OF INSURANCE

## INSURANCE RATE ANALYST

\$2,902 - \$4,363

FIELD RATING & UNDERWRITING BUREAU  
SACRAMENTO, SAN FRANCISCO, *or* LOS ANGELES  
MULTIPLE POSITIONS

**RESPONSIBILITIES:** The Field Rating & Underwriting Bureau Rate Analyst will conduct rating and underwriting examinations of licensed insurers in order to protect the insurance consumer from unfair practices and to ensure compliance with California law. Specific duties include:

- Traveling to insurance company offices in California and throughout the U.S. to conduct exams of insurer sales, marketing, advertising, rating, risk selection, and policy termination practices
- Collecting and analyzing insurer data, and reviewing company rules, rates, policies, and procedures
- Writing reports of examination activities, findings, and resolutions, and meeting with insurer and Department staff to communicate findings and resolve illegal practices.

*Travel is required, both in-state and out-of-state.*

### DESIRABLE QUALIFICATIONS:

- **No insurance experience is required**, although insurance experience is desirable.
- Graduation from college with a bachelor's degree is highly desirable; however, experience will be accepted in place of a college degree on a year-for-year basis.
- Very strong writing, organizational, analytical, computer and verbal communication skills are necessary.
- The ability to work independently is essential.

**WHO MAY APPLY:** Applications will be accepted from current State employees at the Insurance Rate Analyst level, those within transfer range, or individuals who have list eligibility. Training and Development Assignments may be considered. All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. Surplus candidates must attach a copy of their letter. *All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer or list eligibility) on the state application.*

**APPLICATION PROCEDURE:** Send a completed standard State of California application to Stephanie Brewer, Department of Insurance, Human Resources Management Division, 300 Capitol Mall, 13th Floor, Sacramento, CA 95814. **PLEASE INDICATE "IRA #XXX-4441-XXX" ON THE STATE APPLICATION ALONG WITH LOCATION PREFERENCE. APPLICATIONS RECEIVED WITHOUT THE ABOVE INFORMATION MAY NOT BE CONSIDERED FOR REVIEW.** For additional information, please call (916) 492-3411.

**FINAL FILING DATE:** September 27, 2006 or until filled

**NOTE:** Interested individuals must submit an application in order to be considered for this position.

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD**

eg 09/13/06